



OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

General Position Information

Job Title: 18719 - Chief, Chemical Biological Radiological Nuclear (CBRN) Counterterrorism Group (CCTG), NCTC/DI - SNIS Executive Tier 1

Salary Range: None provided (not applicable for detailees)

Vacancy Open Period: 12/8/2016 – 12/23/2016

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates, Detailees

Division: NCTC/DI

Duty Location: McLean, VA

Security Clearance: TS/SCI with CI Polygraph

Travel Required: 0-25% Travel

Relocation Expenses: For new ODNI employees, reimbursement for relocation is discretionary based on availability of funds.

Job Interview Travel: Candidates from outside the Washington, D.C., area may be selected for a telephone, teleconference, or in-person interview. If selected for an in-person interview, any travel or lodging will be at the applicant's personal expense.

Position Information

This is an opportunity for:

- An internal candidate to fill a SNIS Executive Tier 1 cadre position.
- A Federal Government employee to serve on a two-year reimbursable detail assignment in the ODNI. The detail assignment may be extended an additional year if all parties agree.

Who May Apply

Only Senior Service (SNIS, SES, SIS, DISES, DISEL) candidates may apply. GS employees may not apply. Former members of the Peace Corps may be considered for ODNI employment only if five full years have elapsed since separation from the Peace Corps.

- For a cadre assignment:
 - Current ODNI cadre.
 - Current ODNI Staff Reserve Employees. (A staff reserve employee who currently occupies this position may not apply.)



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- For a detailee assignment:
 - Current Federal Government employees.

Salary Determination

- The ODNI uses a rank-in-person system in which rank is attached to the individual. A selected ODNI candidate or other Federal Government candidate will be assigned to the position at the employee's current GS grade and salary.
- A current Federal Government employee, selected for a detail, will be assigned to the position at his or her current grade and salary.

Component Mission

The National Counterterrorism Center (NCTC) leads our nation's effort to combat terrorism at home and abroad by analyzing the threat, sharing that information with our partners, and integrating all instruments of national power to ensure unity of effort. The Center serves as the primary organization in the United States Government (USG) for analyzing and integrating all intelligence possessed or acquired by the USG pertaining to terrorism and counterterrorism, and its Director serves as the Counterterrorism Mission Manager. NCTC also serves as the central and shared knowledge bank on known and suspected terrorists and international terrorist groups, as well as their goals, strategies, capabilities, and networks of contacts and support. In addition, NCTC conducts strategic operational planning for counterterrorism activities, coordinating and integrating the efforts of departments and agencies across the Federal Government.

Major Duties and Responsibilities (MDRs)

- This vacancy is for the Chief of the Chemical Biological Radiological Nuclear (CBRN) Counterterrorism Group (CCTG) within NCTC/DI. CCTG follows terrorist chemical, biological, radiological, and nuclear issues. Major Duties and Responsibilities:
- Provide expert guidance and leadership to multiple teams in the production of well-crafted sophisticated, complex analytic finished intelligence products on sometimes controversial or particularly difficult issues in support of United States (US) foreign policy and national security objectives; review final analytic products, written and oral, for clarity, organization, accuracy, and logic; effectively explain highly complex concepts and results to non-expert customers and tailor products to correspond to customer needs.
- Lead and direct teams in one or more areas of analytic expertise in substantive analytic and management operations; plan, coordinate, and oversee work in a manner consistent with fulfilling organizational directives and accomplishing mission goals.
- Lead and direct multiple teams in the gathering of political, social, cultural, economic, military, scientific, and historical information in support of US interests and policy objectives; guide teams in the development and identification of highly relevant information from internal and external sources to meet client needs.
- Set priorities and drive programs to ensure senior Office of the Director of National Intelligence (ODNI) officials are prepared for policy meetings throughout the Intelligence Community (IC) and US Government (USG); be prepared to frequently participate in senior policy meetings and serve in a representational role.
- Develop and maintain working relationships with senior ODNI officials and principals throughout the intelligence and policy communities; identify issues and developments with internal and external peers, communicating regularly to exchange subject information.
- Develop the substantive analytic and management skills of subordinate employees and supervisors, and contribute to the broader corporate mission of the organization.



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- Serve as the primary approver for the allocation of resources including but not limited to training, travel, and contracts; advise senior leadership on resource needs for the entire unit.
- Evaluate and develop first-line supervisors; serve as a substantive supervisory and analytic resource, teaching and guiding team chiefs; provide substantive feedback to include career development counseling and skills development.

Mandatory and Educational Requirements

- Expert ability to effectively plan and lead the development of high-quality, complex, and strategic analyses on key counterterrorism issues for IC consumers and policymakers at the highest levels of government.
- Superior expertise in analytic tradecraft and product review, including experience leading others in applying diagnostic, quantitative, and qualitative techniques to enhance the sophistication of analytic products.
- Expert leadership and managerial capabilities; including the ability to effectively direct taskings, allocate resources, assess and manage performance, and support the professional development of personnel from diverse agency backgrounds.
- Extensive knowledge of the IC, its entities, their missions and interrelationships, as well as a strong understanding of the customer base for counterterrorism analysis.
- Demonstrated success working across organizational lines; the ability to build consensus, work effectively and independently, and influence key stakeholders to build a broad coalition promoting an interagency and national approach to counterterrorism. An ability to remain flexible and creative in the face of competing priorities and mission sets.

Desired Requirements

- Familiarity with CT issues.
- Background and expertise of Chemical Biological Radiological Nuclear issues.
- Familiarity supporting an operational mission.

Key Requirements and How To Apply

Internal ODNI Candidates:

A complete application package must include:

- RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.
- PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required if the applicant is unable to provide the two most recent evaluations.
- VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.

WHERE TO SUBMIT: Applications should be sent to either DNI-MSD-HR-RR-Team_C_WMA@dni.ic.gov (classified email system) or Recruitment_TeamC@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both saksdav@dni.ic.gov (*David S.*) and edgertk@dni.ic.gov (*Ken E.*) in lieu of the group address above. All attachments should be in Microsoft Word or Adobe PDF format.

Applications submitted through the classified email system should NOT contain classified information above the TS//SI//TK//NOFORN level.



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Current Federal Employees Applying for a Detail Assignment:

Applicants from federal agencies within the Intelligence Community (IC) may be considered for this position as a reimbursable detailee, if endorsed by the employing agency. Applicants must have current TS/SCI clearances with polygraph or have the ability to obtain one. The ODNI does not conduct polygraphs or provide security clearances for detailees. *Applicants from within the IC must submit an application through the classified [IC Joint Duty Program website](#).*

Applicants from federal agencies outside the IC must provide:

- WRITTEN ENDORSEMENT** from the employing agency concurring with the detail.
- RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.
- VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.
- CURRENT SF-50:** Federal Government employees must provide an SF-50, "Notification of Personnel Action" to verify current federal status, position, title, grade, and organization of record.

WHERE TO SUBMIT: Applications should be sent to either DNI-MSD-HR-RR-Team_C_WMA@dni.ic.gov (classified email system) or Recruitment_TeamC@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both saksdav@dni.ic.gov (*David S.*) and edgertk@dni.ic.gov (*Ken E.*) in lieu of the group address above. All attachments should be in Microsoft Word or Adobe PDF format. Applications submitted through the classified email system should NOT contain classified information above the TS//SI//TK//NOFORN level.

All Applicants:

APPLICATION PACKAGES MUST CONTAIN ALL ITEMS LISTED ABOVE. AN INCOMPLETE APPLICATION PACKAGE WILL BE INELIGIBLE FOR CONSIDERATION.

Your application MUST be received by midnight on the closing date of this announcement. Applications received after the closing date will NOT be eligible for consideration.

To verify receipt of your application package ONLY, you may call 703-275-3955.

What To Expect Next

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received, applicants will be contacted ONLY if they have been selected for an interview.

Agency Contact Information

ODNI Recruitment; Phone: 703-275-3955; Email: Recruitment_TeamC@dni.gov



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Other Information

The ODNI is an equal opportunity employer and abides by applicable employment laws and regulations.

REASONABLE ACCOMMODATIONS FOR PERSONS WITH DISABILITIES: The ODNI provides reasonable accommodations to otherwise qualified applicants with disabilities. IF YOU NEED A REASONABLE ACCOMMODATION for any part of the application and hiring process, please notify the Intelligence Community Equal Employment Opportunity and Diversity Office Representative by classified email at DNI-EEOD-RA-ACF@exchange.cia.ic.gov, by unclassified email at DNI-EEOD@dni.gov, by telephone at 703-874-8360, by TTY at 703-874-8554, or by FAX at 703-874-8651. Your request for reasonable accommodation will be addressed on a case-by-case basis. **PLEASE DO NOT SUBMIT YOUR APPLICATION TO THE EEOD EMAIL ADDRESS. THIS EMAIL IS FOR REASONABLE ACCOMMODATION REQUESTS ONLY. PLEASE SUBMIT YOUR APPLICATION VIA THE EMAIL ADDRESS PROVIDED IN THE 'HOW TO APPLY' SECTION ABOVE.**